

Tau Beta Pi Schedule Spring 2020			
Date	Activity	Location and Time	Responsible Party
Monday, January 27, 2020	Week 1 Executive Meeting	7:30-8:30PM - Edwards Conference Room	Brie
Monday, February 3, 2020	Week 2 Executive Meeting: Stuff Parent Envelopes, Label and Distribute Invites	7:30-8:30PM - Edwards Conference Room	Brie
Tuesday, February 4, 2020	Send Letter to Parents Email Letter to Students Email Current Members about Scholarship Deadlines		Madison
Friday, February 7, 2020	Eligibility Report Due		Jacob
Saturday, February 8, 2020	Engineering Futures	11:00- Engineering 1116	Brandon
Monday, February 10, 2020	Week 3 Executive Meeting	7:30-8:30PM - Edwards Conference Room	Brie
Tuesday & Wednesday, Feb. 11 & 12, 2020	Engineering Career Fair	TBD	
Thursday, February 13, 2020	Bent decorating for valentine's day	?	Madison
Monday, February 17, 2020	Week 4 Executive Meeting	7:30-8:30PM - Edwards Conference Room	Brie
Tuesday, February 18, 2020	General Body Meeting, Initiate Orientation	6-6:30;6:30-7 room TBD	<u>Brie</u> : Speak to Gen Bod/Initiates <u>Madison</u> : Speak to Initiates <u>Brie</u> : Reserve the room <u>Jazz</u> ?: Pickup Cookies
Friday, February 21, 2020	Internal Deadline for Election Report	Initiates to submit catalogue cards	Jacob
Monday, February 24, 2020	Week 5 Executive Meeting	7:30-8:30PM - Edwards Conference Room	Brie
Tuesday, February 25, 2020	Personal Meetings	6:30-7pm - Basement Level Atrium	<u>Brie</u> : Reserve room
Saturday, February 29, 2020	TBP District 9 conference	All day, KU	Brie and Brandon coordinate
Tuesday, March 3, 2020	Week 6 Executive Meeting	7:30-8:30PM - Edwards Conference Room	Brie
Wednesday, March 4, 2020	Signature Book Party (Pizza/Signature Books)	6:30-7:30pm - Basement Level Atrium	<u>Brie</u> : Help with printing material/Reach out to faculty/GB members <u>Madison</u> : Help with printing material <u>Brie</u> : Reserve room <u>Jazz</u> : Pizza signature book ?:update contacts in
Due at least two weeks before initiation	Catalogue Card Due Date		Jacob
March 8-14, 2019	SPRING BREAK		
Monday, March 16, 2020	Week 7 Executive Meeting	7:30-8:30PM - Edwards Conference Room	Brie
Tuesday, March 17, 2020	Bent decorating for St. Patrick's day		Madison
Sunday, March 22, 2020	Adopt-A-Highway Service Project	sometime mid/late afternoon	Brandon
Monday, March 23, 2020	Week 8 Executive Meeting	7:30-8:30PM - Edwards Conference Room	Brie
Saturday, March 28, 2020	Adopt-A-Highway Service Project	TBD	Brandon
Monday, March 30, 2020	Week 9 Executive Meeting	7:30-8:30PM - Edwards Conference Room	Brie
Tuesday, March 31, 2020	Practice Initiation (?)	5:30-6:30 PM Location TBD	Brie
Monday, April 6, 2020	Week 10 Executive Meeting	7:30-8:30PM - Edwards Conference Room	Brie
Tuesday, April 7, 2020	Initiation (& Banquet?)	6:30-7:15; 7:30-8:30 Location TBD	Initiation: Brie and Madison Banquet: ??
Monday, April 13, 2020	Week 11 Executive Meeting	7:30-8:30PM - Edwards Conference Room	Brie
Tuesday, April 14, 2020	Elections and Social, decorate the bent	6:30-7:30PM Location TBD	TBD
Friday & Saturday, April 17 & 18, 2020	Open House		
Monday, April 20, 2020	Week 12 Executive Meeting	7:30-8:30PM - Edwards Conference Room	Brie

Due two weeks after initiation	Submit Final Action Report Submit Roll Book Signatures Submit Report of Officer Election Submit Fees		Brie, Jacob, Jazz
Monday, April 27, 2020	Week 13 Executive Meeting	7:30-8:30PM - Edwards Conference Room	Brie
Monday, May 4, 2020	Week 14 Executive Meeting	7:30-8:30PM - Edwards Conference Room	Brie

Key

Executive Meetings

Report Due Dates

Initiate Events

University Events

Other